

FAIRVIEW DEVELOPMENTAL CENTER JOB OPPORTUNITY BULLETIN

HEALTH SERVICES SPECIALIST

(JC-46909)

SALARY RANGE	\$7254-\$8647
TENURE/TIME BASE	Permanent, Full Time
PROGRAM/DEPARTMENT	Central Nursing Services
FINAL FILING DATE	Until Filled

<u>DESCRIPTION OF DUTIES</u>: Under the supervision of the Coordinator of Nursing Services, candidate is responsible for assuring quality nursing services with primary emphasis on the physical care needs of residents in the facility. Prepares required documentation such as nursing assessments and, when requested, assist with health care plans development. Serve as a nursing consultant regarding nursing services and physical care needs. Identifies need for and provides In-Service Training for staff. Works at various sites throughout the facility and may work extended hours or varying shifts, as need. Evaluates individual's health and/or nursing needs and recommends a plant of care based on nursing diagnosis. Attends and participates in training, as required. Monitors and evaluates nursing practices as part of quality assurance. When designated, participates as a member of an Interdisciplinary Team in the development, implementation, and provision of Active Treatment as specified by the Individual Habilitation Plan. Responds to and provides nursing assessment/treatment during medical emergencies. Lifts or assists with lifting of individuals during medical procedures, when required.

WHO MAY APPLY: Candidates with list, transfer, or reinstatement eligibility for the classification. Applications will be reviewed and only the most qualified candidates will be scheduled for interviews. Note: Appointment subject to State Restriction of Appointment (SROA), Surplus and Re-employment List Procedures, pre-employment physical and fingerprint clearance. Applications can be obtained from the Testing Office of Fairview Developmental Center or from the California Department of Human Resources website www.calhr.ca.gov. Faxed applications or resumes will not be accepted.

PLEASE SEND YOUR COMPLETED STATE APPLICATION (STD. 678) TO:

FAIRVIEW DEVELOPMENTAL CENTER TESTING OFFICE, ROOM 211 2501 HARBOR BLVD. COSTA MESA CA 92627 (714) 957-5255

IMPORTANT: PLEASE INCLUDE THE PROGRAM/DEPARTMENT NEXT TO THE JOB TITLE ON THE APPLICATION OR IT WILL NOT BE CONSIDERED FOR THE VACANCY.

FAIRVIEW IS AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

CLASSIFICATION TITLE: HEALTH SERVICES SPECIALIST

RELEASE DATE: 12/16/2016